

September 2008 Schedule

Updated 9/10/08

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 HOLIDAY Normal DW refresh	2 LABOR: Reverse Aug Month-end Estimate Normal DW refresh	3 Normal DW refresh	4 Normal DW refresh	5 Normal DW refresh	6 Normal DW refresh
7	8 LABOR: PP17 GL: Final Close Aug 2008 Normal DW refresh	9 LABOR: PP17 SURCHARGES Normal DW refresh	10 LABOR: Month-end Estimates PP18 (Preliminary) PP19 (Final) SURCHARGES Normal DW refresh	11 Normal DW refresh	12 Normal DW refresh	13 Normal DW refresh
14	15 CA O/U Reversal - Part C Normal DW refresh	16 GL: Update AR Trial Table Normal DW refresh	17 Normal DW refresh	18 DISBURSEMENTS: Last run for Sep Normal DW refresh	19 Normal DW refresh	20 Normal DW refresh
21 LABOR: Reverse Preliminary Month-end Estimate. SURCHARGES PP18 SURCHARGES Special DW refresh	22 SLTs SLTs to be approved for Sep are due to FMB by 12:00 pm ET. Normal DW refresh	23 Labor: SEP NOAA CORPS SLTs: 3:00 pm ET Final Approval CFS G/L MONTH-END PRELIM CLOSING 8:00 PM ET Close Tier 1 8:20 PM ET CA O/U Process - Part A 11:00 PM ET Part B Normal DW refresh	24 5:00 AM ET WIP 12:00 PM ET Close Tier 2 Stage-1 Normal DW refresh	25 DW reports and/ or CFS Production reports complete month-end data	26	27
28	29	30				

TIER "ONE" Closing

Tier "ONE" modules will be placed in "PRELIMINARY" close for the **September 2008 General Ledger**

- PR – Purchase Requisitions (Commitments)
- PO – Purchase Orders (Obligations, etc.)
- AP – Accounts Payable (Invoices and Receiving Tickets, etc.)

TIER "TWO" Closing

Tier TWO modules, will be placed in "PRELIMINARY" close for the **September 2008 General Ledger**

- ALLOC – Cost Accumulation/Allocation (Surcharges, etc.)
The Cost Accumulation Over/Under (CA O/U) process:
Part A @ 8:20 pm ET on Tuesday September 23, 2008
Part B @ 11:00 pm ET on Tuesday September 23, 2008
- BE – Budget Execution (Resources, Apportionments, Allotments, BOPs)
NOTE: Month end G/L closing process does NOT prohibit end users from entering BOPs.
- AR – Accounts Receivable
- GJ – General Journal (GJs and Labor, etc.)
- GL – General Ledger
 - These transactions will affect the Cost Accumulation Surcharge & Over/Under processes.